

EDUCATION

TEMPLE UNIVERSITY – Fox School of Business, Philadelphia, PA

Bachelor of Business Administration

Graduation: December, 2023

Major 1: Management Information System | Major 2: Finance | GPA: 3.88

Awards: Russell Conwell Global Scholar, Dean's List: Fall 2020 – Present

Selected Courses: Data Analytics, Data Science, Web Development Application, Financial Management, Operational Management, Cooperate Finance

ACTIVITIES

Vice President, Ascend Temple Student Chapter

April 2022 – Present

Marketing Committee Member, Ascend Temple Student Chapter January 2022 – April 2022

TECHNICAL SKILLS

Web Development:

HTML, CSS, JavaScript

Database Management:

MongoDB, Microsoft Access, SQL plus, SQL, PL/SQL

Project Management

Microsoft Project, Microsoft Office

PROJECTS

Waste Control Corporate Forecast, Corporate Finance

February 2022 – February 2022

- Performed income statement and balance sheet analysis using Microsoft Excel for the five-year income forecast of the simulated company
- Completed financial analysis for company expansion opportunity through examination of leverage and shareholder valued payout ratio
- Created professional Power Point used to communicate company revenue forecast and assessment of expansion opportunity

EXPERIENCE

ePro Associates, Philadelphia, PA

June 2022 – December 2022

Data Analysis & Multilingual Office Assistance Intern

- Analyze and categorize over 5,000 customers' data Zoho CRM Software based on group, language, location, etc.
- Launch marketing campaigns by email, text and postcard mailing customized by language and age group via Zoho Campaigns to magnify customers' experiences
- Created and developed Wix website and evaluated marketing forms to collect customers' address and relevant information

SKILLS

Languages: Native Proficiency in Vietnamese, Intermediate Proficiency in Mandarin